



**Texas Education Agency (TEA)
Information Task Force (ITF)
Tuesday, April 7, 2020**

**Zoom Meeting
10:00 a.m. – 2:00 p.m.**

Meeting Minutes

Call Meeting to Order

Nancy Dunnam

Nancy Dunnam called the ITF meeting to order at 10:00 a.m.

Roll call of the ITF members was taken by Letty Ollervidez.

Leanne Simons introduced her new manager, Jamie Muffoletto, to the ITF Committee.

ITF Members Present via Zoom:

Dana Braun (for Dianne Borreson), Jennifer Carver, Nancy Dunnam, D'Lynne Johnson, Sandra Kratz, Irma Hasnain, Rebecca Hudson, Debbie Largent, Scott Lewis, Pablo Martinez, David Marx, David McKamie, John Newcom (for Nancy Smith), Kim O'Leary, Brenda Padalecki, Traci Pesina, Linda Raney, Linda Roska, John Shaffer, David Taylor, Yolanda Walker

TEA Staff Present via Zoom:

Terri Hanson (ITS-BMD), Leanne Simons (ITS-BMD), Avery Barrerra, (College, Career, and Military Prep), Connor Briggs (ITS-BMD), Candice DeSantis (ITS-BMD), Jeanine Helms (ITS-BMD), Scott Johnson (ITS-BMD), Ed Linden (ITS-BMD), Ryan Merritt (College, Career, and Military Prep), Jamie Muffoletto (ITS-BMD), Leticia Ollervidez (ITS-BMD), Stephanie Sharp (ITS-BMD)

Approve Meeting Minutes from the January 14, 2020 ITF Meeting

Action Item

Nancy Dunnam called for a motion to approve the January 14, 2020 ITF meeting minutes.

Jennifer Carver made a motion to approve the minutes and it was seconded by Traci Pesina.

The committee voted and approved the minutes as presented.

1. Removal of studentGPS® Dashboard Only Data Elements – Updates Action Item

Since the approval of the Removal of the studentGPS® Dashboard Data Elements proposal via the data governance process, it was discovered that some of the items being removed from TEDS are required and therefore need to be added back to ensure system integrity. Additionally, some items were not removed and should have been. This proposal outlines the items that will be modified in TEDS.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. **InterchangeEducationOrganizationExtension**
 - a. Add Program Complex Type back to the InterchangeEducationOrganizationExtension in TEDS with the following sub-complex type and data element:
 - Add ReferenceType (ID)
 - Add E1337 PROGRAM-TYPE
 - b. Modify LocalEducationAgencyExtension Complex Type:
 - Update Program Reference from “M” to “Y” (Mandatory to Optional)
 - Update Reference (Ref) from “M” to ~~“Y” (Mandatory to Optional)~~ “C” (Mandatory to Conditionally Mandatory)
 - c. Modify SchoolExtension Complex Type:
 - Remove LocationReference
 - Remove ReferenceType (ref)
 - d. Modify Course Complex Type:
 - Add EducationOrganizationReference
 - Add Reference Type (ref)
 - CourseCode complex type:
 - Add E1194 LOCAL-COURSE-CODE
2. **InterchangeMasterScheduleExtension**
 - a. Modify CourseOffering Complex Type:
 - Add E1194 LOCAL-COURSE-CODE

Note: This was shown to be removed in the Dashboard Change log, however, it still shows in TWEDS as not removed.

 - CourseCode sub-complex type
 - Add E1194 LOCAL-COURSE-CODE
 - b. SectionExtension Complex Type:
 - Remove LocationReferenceType (LocationReference)
 - Remove LocationIdentityType (LocationIdentity)
 - Remove E1292 CLASSROOM-IDENTIFICATION-CODE
 - Remove E0266 CAMPUS-ID
3. **InterchangeStudentProgramExtension**
 - a. Modify StudentCTEProgramAssociationExtension Complex Type:
 - Add ProgramReferenceType (ProgramReference)
 - Add ProgramIdentityType (ProgramIdentity)
 - Add E1337 PROGRAM-TYPE

- Add E0212 DISTRICT-ID
- b. **Modify StudentTitlePartAProgramAssociationExtension Complex Type:**
 - ~~Add ProgramReferenceType (ProgramReference)~~
 - ~~Add ProgramIdentityType (ProgramIdentity)~~
 - ~~Add E1337 PROGRAM_TYPE~~
 - ~~Add E0212 DISTRICT_ID~~
- c. Modify StudentProgramAssociation Complex Type:
 - Remove E0266 CAMPUS-ID
- d. Modify StudentSpecialEdProgramAssociationExtension Complex Type:
 - Add E0212 DISTRICT-ID to ProgramReference sub-complex type
- 4. InterchangeStudentCohort**
- a. Cohort Complex Type:

Remove ProgramReferenceType (ProgramReference)

 - Remove ProgramIdentityType (ProgramIdentity)
 - Remove E0266 CAMPUS-ID
 - Remove E0212 DISTRICT-ID
- 5. InterchangeAssessmentMetadata**
- a. Modify AssessmentExtension complex type
 - Add E1133 ASSESSMENT-VERSION back to the complex type
- 6. InterchangeStudentAssessment**
- Add AssessmentReference complex type back to InterchangeStudentAssessment, along with the following subcomplex types and data elements:
 - ReferenceType (a) id
 - AssessmentIdentityType
 - E1127 ASSESSMENT-TITLE
 - E1097 ACADEMIC-SUBJECT
 - E1129 ASSESSMENT-GRADE-LEVEL-ASSESSED
 - E1133 ASSESSMENT-VERSION
- Modify StudentReference complex type to add the following subcomplex types and data elements:
 - StudentIdentificationCode
 - E1090 STUDENT-IDENTIFICATION-SYSTEM
 - E0923 LOCAL-STUDENT-ID
 - E0001 STUDENT-ID
 - Name
 - E1303 GENERATION-CODE-SUFFIX
 - E0006 DATE-OF-BIRTH
- 7. Add following code tables back to TEDS**
- a. DC002 ACADEMIC-SUBJECT-TYPE
- b. DC063 GRADE-LEVEL-TYPE
- c. DC124 STATE-ABBREVIATION-TYPE

ITF Discussion:

Nancy Dunnam called for comments or questions and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.
Jennifer Carver made a motion to approve the proposal and it was seconded by Pablo Martinez.
The committee voted and the motion passed.

2. Charter School Waitlist Collection – Supplemental Data Elements **Action Item**

Since the approval of the Charter School Waitlist Collection proposal via the data governance process, it was discovered there were some missing data elements that are required for the new Charter School Waitlist core collection.

Presentation:

Stephanie Sharp presented the proposal which included:

1. Include the following data elements to be collected for the new Charter School Waitlist Core Collection in the StudentExtension complex type:
 - a. E0704 MIDDLE-NAME
 - b. E1303 GENERATION-CODE-SUFFIX

ITF Discussion:

Nancy Dunnam called for comments or questions and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.
Traci Pesina made a motion to approve the proposal and it was seconded by Brenda Padalecki.
The committee voted and the motion passed.

3. New Program Intent Code for Dyslexia Special Education**Action Item**

The TEA Financial Accountability Division has requested an additional PROGRAM-INTENT-CODE for the 2020-2021 school year. This new code would be used by LEAs to track the use of state allotment funds related to serving students who receive dyslexia services.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Add new code to the PROGRAM-INTENT-CODE code table (C147)
 - a. 43 – Dyslexia – Special Education
2. Update existing TSDS reports to reflect the changes in this proposal
3. Update associated data validation rules to reflect the changes in this proposal

ITF Discussion:

Nancy Dunnam asked if this new PIC has been communicated to LEAs. Since schools are doing budgets now, do they know about this new code? David Marx replied that schools are becoming more aware of it. He continued that this is something requested by the Department of Education. While working with districts, it was determined that some wanted to track their state allotment money separately for tracking MOE (Maintenance of Effort). This new PIC provides that avenue to track dyslexia allotment money for calculating MOE separately. A district can track those with an IEP or a 504, and this allows the state funds to be split into two buckets.

Nancy asked if this information should not be shared until the TAA comes out. David replied that he has already talked to districts about it, so it would be ok to share this information. Terri added that TEA is currently not releasing any non-Covid related TAAs. Once the TAA has been released it will explain the details of when and how to use the new code and finance staff will be able to shift some of the funds into the new PIC code.

Nancy Dunnam called for additional comments or questions and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Traci Pesina made a motion to approve the proposal as presented and it was seconded by Pablo Martinez. The committee voted and the motion passed.

4. Special Education Language Acquisition Collection – Supplement Data Elements Action Item

Since the approval of the new Special Education Language Acquisition proposal via the data governance process, it was discovered that there were some missing optional data elements that are needed for the new Special Education Language Acquisition collection.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Add the following data elements to be collected for the new Special Education Language Acquisition Core Collection in the StudentExtension complex type:
 - a. E0704 MIDDLE-NAME
 - b. E1303 GENERATION-CODE-SUFFIX
 - c. E0923 LOCAL-STUDENT-ID
2. Modify the StudentSpecialEdProgramAssociationExtension to include the existing subcomplex type and data element as part of the new Special Education Language Acquisition Core Collection within the TX-SpecialEducationLanguageAcquisition subcomplex type:
 - a. SchoolReference
 - b. EducationalOrgIdentity
 - c. E0266 CAMPUS-ID

ITF Discussion:

Nancy Dunnam called for comments or questions and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.
Brenda Padalecki made a motion to approve the proposal and it was seconded by Traci Pesina.
The committee voted and the motion passed.

5. C220 Program of Study Code Table Updates**Action Item**

The TEA College, Career, and Military Preparation Division has requested changes related to the Code Table, C220 PROGRAM-OF-STUDY-CODE, to better align with agency needs.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Update the PROGRAM-OF-STUDY-CODE (C220):

Add five new codes:

- 061 – Drone (Unmanned Flight)
- 062 – Geospatial Engineering and Land Surveying
- 063 – Industrial Maintenance
- 064 – Printing and Imaging
- 065 – Retail Management

Update the translation of four existing codes:

- 036 – Law Enforcement, Investigations, Corrections, and Security to **Law Enforcement**
- 043 – Nursing to Nursing **Science**
- 056 – Aviation to Aviation (**Flight**)
- 059 – Medical Therapist to Medical **Therapy**

Delete three codes:

- 053 – Barbering
- 055 – Fashion Design
- 057 – Interior Design

Change two levels of program of study:

- 013 – State to Region
- 056 – State to Region

ITF Discussion:

Nancy Dunnam asked what “Region” means in the table. Ryan Merritt replied that as TEA was moving from Perkins IV to Perkins V, TEA wanted to make sure that programs of study were leading to high demand, high wage occupations. There are some programs that would only lead to those occupations in certain regions of the state. For example, Maritime programs would be applicable to the coast but would not be applicable to Amarillo. TEA will provide this list online to guide which programs align with state and regional needs.

Nancy called for additional comments or questions, and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Debbie Largent made a motion to approve the proposal and it was seconded by Pablo Martinez.

The committee voted and the motion passed.

6. Sunset Entry-Date Data Element**Action Item**

While researching the requirements related to the Charter School Waitlist Collection, it was discovered that the data element, E1434 ENTRY-DATE, reported in the StudentSchoolAssociationExtension complex type is not utilized by any program areas.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Remove E1434 ENTRY-DATE from the StudentSchoolAssociationExtension complex type reported for TSDS
2. Revised Field Validation Rule 40110-000D to remove references related to ENTRY-DATE

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Traci Pesina made a motion to approve the proposal and it was seconded by Brenda Padalecki.

The committee voted and the motion passed.

7. Update SchoolExtension Data Elements to Optional**Action Item**

TEA is proposing to modify data elements E1641 CAMPUS-ENROLLMENT-TYPE-CODE and E1591 NSLP-TYPE-CODE to be Optional in the SchoolExtension complex type for the PEIMS Fall Submission.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Modify the following data elements from Mandatory to Optional in the SchoolExtension complex type for the PEIMS Fall Submission:
 - E1641 CAMPUS-ENROLLMENT-TYPE-CODE
 - E1591 NSLP-TYPE-CODE
2. Add and update data validation rules to ensure that instructional campuses report the elements.

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Pablo Martinez made a motion to approve the proposal and it was seconded by Jennifer Carver.

The committee voted and the motion passed.

8. Update ASSIGNMENT-BEGIN-DATE Data Element to Mandatory Action Item

TEA is proposing to modify TeacherSectionAssociationExtension complex type by updating E1065 ASSIGNMENT-BEGIN-DATE to be a mandatory data element and to also update validation rule 30305-000A to include the same element as part of the unique constraint.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Modify E1065 ASSIGNMENT-BEGIN-DATE to be a Mandatory data element in the TeacherSectionAssociationExtension complex type.
2. Update TEDS unique key constraint field validation rules 30305-000A and 50300-000H.
 - a. Add ASSIGNMENT-BEGIN-DATE back to these rules

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented. Jennifer Carver made a motion to approve the proposal and it was seconded by Brenda Padalecki. The committee voted and the motion passed.

9. Industry Based Certification Approved Vendor Crosswalk **Discussion Item**

The CCMP division of TEA provided the IBC Approved Vendor Crosswalk which will be housed in TWEDS. The list will be used to implement a new data validation rule for submission purposes.

Presentation:

Stephanie Sharp presented the proposal which included the following:

1. Add a link to the Industry-Based Certification Approved Vendor Crosswalk in TWEDS
 - a. Link will be added in the Data Submission / Technical Resources menu.
2. Update data validation rule 40100-0199 text to use the appropriate name for this crosswalk list.

ITF Discussion:

Nancy Dunnam asked if TWEDS will be the only place where the list can be found, as not many users from her region use TWEDS or are aware to look in Technical Resources. Stephanie replied that the primary source of the list is the College, Career, and Military Prep (CCMP) area of the TEA website.

Traci Pesina asked how this data has been reported in the past. Stephanie replied that the reporting of the vendor and fee was recently approved for collection by TSDS in the 2020-2021 school year. Traci asked if this data has ever been reported outside of TSDS. Ryan Merritt responded that this is a new collection of data and has not been reported to TEA previously.

ITF Action:

Nancy Dunnam called for a motion to approve the proposal as presented.

Pablo Martinez made a motion to approve the proposal and it was seconded by Jennifer Carver. The committee voted and the motion passed.

Nancy later noted that this was a discussion item, not an action item, so it did not require a vote.

10. Add New Language Code (TREx) **Discussion Item**

The English Learner Support Division has requested to add a code for American Sign Language (ASL) to TREx LANGUAGE-CODE table (TC14) to properly identify ASL as a language option.

Presentation:

Letty Ollervidez presented the proposal which included the following:

1. Add new code to TREx Data Standards Section 2 – Data Elements and Code Tables - LANGUAGE-CODE Table TC14
 - a. 6B – American Sign Language (ASL)

ITF Discussion:

Nancy Dunnam called for comments or questions, and there were none.

ITF Action:

N/A

Other Business

Discussion Item

Nancy Dunnam called for other business.

Leanne Simons stated that there is a potential new code to be added to TREx related to the STAAR being waived this year. TEA will handle proposal via email once it is confirmed if it is necessary for the 2019-2020 school year.

Nancy agreed that there may be other things going on this year that will require another meeting.

Nancy asked if there is a purpose for submitting Class Roster data when we are not going to have assessments for this school year. David McKamie replied that Class Roster data is needed for the teacher incentive allotment. Leanne confirmed that the Class Roster data assists with determining teacher incentive allotment.

Nancy asked about the timing of the next ITF meeting. Leanne replied that she is working on the calendar now and is collaboration with Linda Roska to determine DGB dates, which will aid in the development of the Data Governance meeting schedule. Barring any urgent items for 2019-2020, Leanne does not anticipate any other meetings until the August timeframe. Leanne expects that the 2020-2021 data governance calendar will be finalized and distributed to ITF within the next few weeks.

Leanne continued that starting in August, the data governance committees will be looking at the migration from Ed Fi 1.0 to Ed Fi 3.x. TEA is planning to publish the Data Standards for the pilot of Ed-Fi 3.x in October 2020.

Adjournment

Nancy Dunnam called for a motion to adjourn the meeting.

Jennifer Carver made a motion to adjourn the meeting and it was seconded by Brenda Padalecki.

The meeting was adjourned at 10:54 a.m.